

University Staff Council (USC) – Minutes

March 9, 2021 – 2:00-3:00 p.m.

UW-La Crosse, WebEx meeting

Call to Order – 2:03 P.M.

Roll Call –

Council Members in attendance: Becky Yoshizumi, Britney Heineman, Kimberly Schliebe, Justin Bolstad, Michelle Edge, Domingo Carrion, Dave Pohnl, Tom Fell, Karen DeSchepper, Ben Kolpitzke , Terry Stika, Neng Lee, Nouchi Lor

Absent:

Guests: Jeanne Voss, Mary Grattan, Kathy Thoen, Dee Auxier, Jenna Winter, Judy King, Sandra Vinney

Approval of Minutes – Tom motioned, Becky seconded. Council approved minutes

Treasurer’s Report – Justin motioned, Michelle seconded. Council approved TR

Committee Reports

Bylaws – No update

Committee on Committees – No update

Elections Committee – No update

Program/Grants/Fundraising Committee –

Grant Subcommittee – Two grants awarded for the March 1 – June 30 application period

University Staff Excellence Award – The committee is working on a safe alternative to the breakfast. Milestone Award information was sent to all recipients.

UW Systems Shared Governance Updates – No update. Next meeting is March 19. Britney will reach out to those individuals that were interested in attending meetings with her.

Joint Committee Representation Reports

Academic Initiatives Differential Allocation (AIDAC) – No update

Environmental Sustainability – On February 12th, Chancellor Gow met with JCES to discuss adding sustainability into the strategic plan as the plan is being reaffirmed, likely for another year. It is not feasible to fully amend the strategic plan to add sustainability as an additional pillar at this time. However, Chancellor Gow is supportive of including sustainability in the strategic plan, in both current pillars and in future plan discussions.

Andrew met with JPB to present ways that sustainability could be included into the current pillars of the strategic plan.

On February 26th, Vice Chancellor Vitaliano met to discuss sustainability in Student Affairs, opportunities for further collaboration and the possibility of a sustainability coordinator being housed in University Centers.

JCES plans to meet with other key administrators to understand their perspective on the future of sustainability initiatives on campus and the challenges each group is facing.

Joint Planning and Budget (JPB) – JPB met on February 24, had a lengthy discussion regarding the strategic plan, which ended 2020. JPB was charged by the Chancellor to make a recommendation on how to proceed. Faculty Senate has passed a resolution to continue with the current strategic plan. Student Senate has passed a resolution to incorporate sustainability into the current strategic plan. Andrew Erickson, CSH Student Senator and co-chair of the Joint Committee on Environmental Sustainability (JCES), attended our meeting and presented the JCES's reasoning for adding sustainability to the strategic plan. Bob Hetzel presented an update on the budget. The Chancellor also charged the committee with making recommendations on how to participate in and derive funding from the new UW System initiatives included in Gov. Evers's recently introduced 2021-23 state budget proposal. Continuation of discussion will take place at the next meeting.

Everyone is welcome to attend Dr. Paula Houston's presentation on Social Identities, Privilege and Intersection which is being held Thursday, March 25 from 2-3:30.

Legislative and Regents (JLR) – No update

Multicultural Affairs (JMAC) – Discussion regarding two items the committee would like to move forward with from Campus Climate. 1. Adapt UWL's Admissions application to put the onus of diversity and inclusion on every student. 2. Fully integrate social justice, activism, and anti-racism understandings into all orientation activities.

Parking – No update

Free Speech Promotion – No update

Textbook – Textbook rental waived late fines on book returns, they only charged students if books were unreturned or if they were damaged. Students were given a \$90 credit in fall 2020.

Spring 2021 textbook rental charged a flat fee to ship books because campus was open; the fee was billed directly to the student's account. Books were shipped to just under 700 students.

If any Gen Ed courses have a bookstore charge instead of textbook rental, they will be reviewed on a case-by-case basis with the provost.

Department chairs will have to approve all adoptions for the bookstore.

All sections of the same class will have to use the same textbook

Extended discussion on e-books, the cost, options, blue screen time vs hard copy for students.

Pearson is the only publisher currently only online, Cengage and McGraw Hill are moving some towards online.

Follett uses Red Shelf, which integrates into Canvas.

Community Engagement Council – No update

Title IV Committee – No update

Care Giving – Invites went out to attend a forum on Institutional Issues and Support for Caregiving, Equity, and the Pandemic, which was organized by the System-wide caregiving taskforce. At the February 23rd meeting, the committee discussed the discussions that are being had with the Senate Executive Committee and with System Legal. There was also discussion of recommendations and reporting format for March 11 meeting of Faculty Senate. Considerations requested by SEC include: 1) financial cost; 2) requirement of significant additional work to be distributed to other members of the faculty/staff; 3) need to be addressed more effectively (somehow) to Deans/Dept. Chairs/general faculty; or 4) should address faculty and other employees separately. There was discussion on endorsement of guidance on annual review forms from UW system caregiving group.

REC Director S&S – No update

Human Resource Advisory Committee (HRAC) –

- New ticket system, Alemba will be starting in late summer or fall
- Onboarding new employees: check out the Onboarding website for HR tasks and department tasks
- Search & Screen guidance, tier candidates (1, 2, 3), communication with applicants

- Transitions back to all staff on-campus: the message about transitions for fall 2021 will come from each division, not from HR
- I-9 verifications have to be completed in person now
- UW Shared Services/Payroll and MyUW Portal includes: ePerformance Management, Direct Deposit, Outside Activity reporting, and email communications
- HRS transitioning to ATP
- TTC: projected target date is Nov deployment. Job library is online.
- Single Pay/Benefit Premium Split (benefits split by 2)
- Faculty member, Christa Kiersch mentioned the Caregiving Taskforce will share results of the Caregiving survey

Old Business

Purchasing Training and refresher follow up – 50 participants. All materials and training are on USC web page. Mike Gasper offered a demo training to ShopUW to some US. New process seems to be self-contained within the department as to not involve the Purchasing Department. All orders over \$100 will need approval. Everyone will have access to this system. New system set to launch mid-April. Watch for Purchasing to reach out for training possibly campus wide.

New ticketing system, Alemba, will be launched to serve UWL beginning with IT. UWL is one of the first campuses to use this system.

New Business

Vote on the Joint Resolution requesting the reaffirmation/reinstatement of the 2016-2020 Strategic Plan of UWL – After last month's discussion, it was determined that we as a Council need to vote on this resolution. There are no funds that we are aware of, tied to this vote. USC should be involved because it is a campus wide matter. Discussion was why does this plan expire? Clarified that these goals have not all been met so moving forward to continue to reach all goals would be the focus. Chancellor Gow has given JPB the charge to determine how to proceed. Karen motioned to accept the joint resolution requesting the reaffirmation/reinstatement of the 2016 – 2020 Strategic plan of UWL. Tom second. USC passed

University Staff Elections reminder – Ben, Mary and Jim are active on the Elections Committee. Jim will be UW System employee as of July 1. The Elections Committee will post open seats. Please nominate any US for council seats that are interested in serving.

USC Exec Committee Updates – Employee Enrichment Day will not be virtual. The committee will continue to brainstorm. Possible assistance to transition to life back on campus as some have not worked on campus for almost a year now. Vaccine clinic open on campus. Governor Tony Evers and Tommy Thompson were on campus to promote. UWL is just hosting the site. Please register through the La Crosse County website if interested.

Joys and Concerns – HR February Newsletter came out the beginning of February. The timing of the letter is appreciated. Looking forward to the March Newsletter. Congratulations to Karen on 17 years at UWL.

Adjourn – 2:46 p.m.